

## Chapter 6. FLIGHT DATA

### Section 1. GENERAL

#### 6-1-1. COMMUNICATIONS SERVICE

Most flight movement data exchanged outside of the facility is processed by automated systems such as the National Airspace Data Interchange Network (NADIN). It is important to adhere to strict format and procedures during normal operations as well as system interruption periods.

a. Circuit interruption notifications should be as follows:

1. AFSS. Notify their FSDPS and appropriate telco servicing company of all outages.

#### NOTE-

*The FSDPS notifies NADIN for Service B outages or AWP for Service A outages, as well as the ARTCC Systems Engineer (SE).*

2. FSS. Notify their guard facility, the AIS Customer Service Center, and NADIN.

b. All outage reports should refer to the correct circuit and/or equipment identification numbers. Facilities should obtain and record ticket numbers provided by AIS or the telco authority.

c. AIS and NADIN telephone numbers are as follows:

1. NADIN/ATLANTA (KATLYTYX)  
(770) 210-7675.

2. NADIN/SALT LAKE CITY (KSLCYTYX)  
(801) 320-2171/2172.

3. AIS HELPDESK 800-804-1310.

4. AIS EMERGENCY OUTAGE HOTLINE  
703-818-5551.

#### 6-1-2. FLIGHT PLANS

The filing of VFR flight plans is recommended. Brief pilots, as appropriate, on the following:

a. Identify the tie-in station for the departure point, and advise the pilot to report departure time directly to that facility.

b. When a departure report is unlikely because of inadequate communications capability, advise the pilot that the flight plan will be activated immediately, using the proposed departure time as the actual departure

time. Include "ASMD DEP" in remarks. The pilot is responsible for cancelling or extending the flight plan if the flight is cancelled or delayed.

c. Determine the flight plan area in which the destination is located. Request the pilot close the flight plan with the tie-in station. Provide the pilot the tie-in station's phone number, upon request.

d. Recommend that a separate flight plan be filed for each leg of a VFR flight.

e. Request the pilot inform an AFSS/FSS whenever the filed time en route changes more than 30 minutes.

f. On return flights from remote areas, such as a fishing site, establish a mutually acceptable date/time with the pilot for alerting search and rescue.

g. On a single flight to be conducted under both IFR/VFR flight rules, confirm whether the VFR portion is by flight plan and, if so, with whom the pilot will close. File two separate flight plans.

h. If a pilot indicates the flight will penetrate Class A airspace, advise the pilot of the Class A requirements.

i. When a pilot files to an airport served by a part-time FSS and the ETA is during the period the facility is closed, ask the pilot to close with the associated AFSS/FSS, identified in FAAO 7350.6 and the Airport/Facility Directory.

j. Upon request, inform pilots filing IFR flight plans of the appropriate and most effective means of obtaining IFR departure clearances.

#### 6-1-3. FLIGHT PLAN DATA

Handle flight plan data as follows:

a. AIS.

1. Record flight plan data received from an operations office on FAA Form 7233-1 or a flight progress strip. The operations office must obtain complete information on the flight, but need forward to the FAA only those items necessary for control or VFR flight plan purposes.

2. Accept military flight plan proposals, cancellations, and closures from any source including collect telephone calls.

3. Pass the FAA Form 7233-1 to the appropriate operating position for delivery of the flight notification message.

**b. M1FC.**

1. Record flight plan data on domestic or ICAO flight plan mask as appropriate. Flight plan data received from an operations office may be limited to only those items necessary for control or VFR flight plan purposes, provided the operations office obtains complete information on the flight.

2. Accept military flight plan proposals, cancellations, and closures from any source, including collect telephone calls.

3. Transmit flight notification messages from a flight plan mask in order for M1FC to place the message in the aircraft data file and provide automatic log and tally.

**NOTE-**

*Part time operations offices must provide complete information in the event it is needed for SAR purposes.*

**6-1-4. PART-TIME FSS CLOSURE ACTION**

Part-time facilities shall forward the following information to the designated guard AFSS/FSS.

a. Inbound flights - all information.

b. Outbound flights - VFR and IFR flight plan data when proposed departure time and/or ETA is within the period from 1 hour prior to closing until 1 hour after opening.

c. All other pertinent information; e.g., NOTAM's, pending outages.

## Section 2. FLIGHT PLAN PROPOSALS

### 6-2-1. FLIGHT PLAN RECORDING

Record flight plans on FAA Form 7233-1 or on M1FC Domestic Flight Plan Mask. Completion of all blocks or fields is not required in every case, and all items filed are not always transmitted. Use authorized abbreviations where possible. Fill in the form/mask as follows:

**a. Item 1. Type of flight plan.**

1. FAA Form 7233-1. Check the appropriate box.

2. M1FC- FR: field.

(a) V - civilian VFR flight plans.

(b) MV - military VFR flight plans.

(c) PV - VFR flight plans departing from outside the facility's flight plan area.

(d) DV - DVFR flight plans. M1FC will accept DV flight plans only as a proposal addressed to an ARTCC.

(e) I - civil IFR flight plans or military IFR flight plans that do not require transmission of a flight notification message.

(f) MI - military IFR flight plans that require a flight notification message.

(g) PI - IFR flight plans departing from outside the facility's flight plan area that require a flight notification message.

**NOTE-**

*PI for transborder flights that require an ADCUS flight notification message. PI messages are addressed to the departure tie-in station. They are in addition to the I message transmitted to the departure ARTCC. Remarks to be transmitted by the departure station as part of the flight notification message must be included in the PI message and preceded by a \$ sign.*

(h) SC - Stereo flight plans for civil aircraft.

(i) SM - Stereo flight plans for military aircraft.

**b. Item 2. Aircraft Identification (M1FC- AI: field).** Enter as follows, but do not exceed seven alphanumeric characters:

1. Civil Aircraft Including Air Carrier: Aircraft letter/digit registration including the letter T prefix for air taxi aircraft, the letter L for LIFEGUARD aircraft, or the three-letter aircraft company designator

specified in FAAO 7340.1 followed by the trip or the flight number.

**EXAMPLE-**

N12345

TN5552Q

AAL192

LN751B

**NOTE-**

*The letter L shall not be entered in Item 2 of the flight plan for air carrier or air taxi LIFEGUARD aircraft. Include the word LIFEGUARD in the remarks section of the flight plan.*

2. U.S. Military Aircraft. Use the military abbreviation followed by the last five digits of the aircraft's number. For certain tactical mission aircraft, enter the assigned three-to-six letter code word followed by a one-to-four digit number. (See TBL 6-2-1.)

#### Military

Abbreviation	Military Service
A	USAF
C	Coast Guard
E	Air Evacuation
G	Air/Army National Guard
L	LOGAIR (USAF contract)
R	Army
RCH	REACH (USAF Air Mobility Command)
S	Special Air Mission
VM	Marine Corps
VV	Navy

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3. Canadian Military Aircraft. The abbreviations shall be followed by a number group not to exceed four digits. (See TBL 6-2-2.)

#### Canadian Military

Abbreviation	Military Service
CAF	Canadian Armed Force
CTG	Canadian Coast Guard

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**c. Item 3. Aircraft Type (M1FC- AT: field).** Insert the name or abbreviation (two-to-four alphanumeric characters) of the manufacturer's or military designation. For homebuilt/experimental aircraft, use HXA, HXB, or HXC in accordance with the FAAO 7340.1. Spell out aircraft type in Remarks.

1. Prefix to Aircraft Type (one-to-two alphanumeric characters). Indicate for IFR operations if the

aircraft is equipped with TCAS equipment and/or the aircraft's weight class if it is heavy. The prefix for TCAS is T; for a heavy aircraft the prefix is H; for both TCAS and heavy the prefix is B; e.g. H/B727, T/B727, or B/DC10. If a formation flight is planned, enter the number and type of aircraft; e.g., 8/B52.

2. Suffix to Aircraft Type (one alpha character). Indicate for IFR operations the aircraft's radar transponder, DME, or RNAV (includes LORAN) capability by adding the appropriate symbol preceded by a slant (/). (See TBL 6-2-3.)

### Suffix to Aircraft Type

Suffix	Aircraft Equipment Suffixes
	<b>DME</b>
/A	Transponder with Mode C.
/B	Transponder with no Mode C.
/D	No transponder.
	<b>NO DME</b>
/T	Transponder with no Mode C.
/U	Transponder with Mode C.
/X	No transponder.
	<b>TACAN ONLY</b>
/M	No transponder.
/N	Transponder with no Mode C.
/P	Transponder with Mode C.
	<b>AREA NAVIGATION (RNAV)</b>
/C	LORAN, VOR/DME, or INS, transponder with no Mode C.
/I	LORAN, VOR/DME, or INS, transponder with Mode C.
/Y	LORAN, VOR/DME, or INS with no transponder.
	<b>ADVANCED RNAV With Transponder and Mode C</b> (If an aircraft is unable to operate with a transponder and/or Mode C, it will revert to the appropriate code listed above under Area Navigation.)

/E	FMS with en route, terminal, and approach capability. Equipment requirements are: a. Dual FMS which meets the specifications of AC25-15, Approval of Flight Management Systems in Transport Category Airplanes; AC20-129, Airworthiness Approval of Vertical Navigation (VNAV) Systems for use in the U.S. NAS and Alaska; AC20-130, Airworthiness Approval of Navigation or Flight Management Systems Integrating Multiple Navigation Sensors; or equivalent criteria as approved by Flight Standards. b. A flight director and autopilot control system capable of following the lateral and vertical FMS flight path. c. At least dual inertial reference units (IRU's). d. A database containing the waypoints and speed/altitude constraints for the route and/or procedure to be flown that is automatically loaded into the FMS flight plan. e. An electronic map. (U.S. and U.S. territories only unless otherwise authorized)
/F	A single FMS with en route, terminal, and approach capability that meets the equipment requirements of /E, a through d above. (U.S. and U.S. territories only unless otherwise authorized)
/G	Global Positioning System (GPS)/Global Navigation Satellite System (GNSS) equipped aircraft with en route and terminal capability.
/Q	Required Navigation Performance (RNP) and Reduced Vertical Separation Minima (RVSM) {indicates approval for application of RNP and RVSM separation standards}. It should be noted that /Q is for automation purposes only and will not be filed by system users. FAA processors will convert the combination of /R+/W to =/Q.
/R	Required Navigational Performance. (Denotes capability to operate in RNP designated airspace and routes.)
/W	Reduced Vertical Separation Minima (RVSM).

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#### NOTE-

The /E and /F suffixes will only be used by aircraft

operating to and from airports within the U.S., unless authorized by the controlling authority.

**REFERENCE-**

FAAO 7110.65, Air Traffic Control, Para 2-3-7 and TBL 2-3-3.

d. *Item 4. True Airspeed (TAS Knots) (M1FC- TS: field).* Enter two-to-four digits for TAS in knots; M followed by three digits for Mach number; or SC for "speed classified."

e. *Item 5. Departure Point (M1FC- DD: field).* Enter two-to-twelve alphanumeric and slant characters for name or identifier of the departure airport or point over which the flight plan is activated.

**NOTE-**

*Names may be used when there is no identifier available and they do not exceed 12 characters with no spaces. Unless a geographic point is converted to latitude/longitude or fix-radial-distance (FRD), the M1FC computer will not be able to provide weather/NOTAM information and the route override function must be used to transmit or modify the flight plan.*

f. *Item 6. Departure Time (M1FC- TM: field).* Enter departure time in UTC. Prefix this time with a P in the TM: field for proposals or a D for departures. If the departure time is assumed, indicate this in the Remarks field.

g. *Item 7. Cruising Altitude (M1FC- AE: field).* Proposed altitude or flight level using two-to-seven characters; e.g., 80 or 080, OTP, OTP/125, VFR, ABV/060.

h. *Item 8. Route of Flight (M1FC- RT: field).* Enter identifiers for airways or jet routes to clearly indicate the proposed flight path. For direct flight, use names or identifiers of navigation aids and geographical points or coordinates. If more than one airway or jet route is to be flown, clearly indicate the transition points.

**NOTE-**

*On some direct flights beyond the departure center's airspace, it may be necessary to include a fix in the adjacent center's airspace or latitude/longitude coordinates, as appropriate, to facilitate computer acceptance. Local procedures should be applied to these special situations.*

i. *Item 9. Destination (M1FC- DD: field).* Enter two-to-twelve alphanumeric and/or slant characters

for name or identifier of the destination airport or point over which the flight plan is to be cancelled.

j. *Item 10. Estimated Time En Route (M1FC- TE: field).* Enter in hours and minutes the total elapsed time between departure and destination; e.g., 0430 or 4+30. For IFR proposals, ETE must be in four-digit format; i.e. 0215.

k. *Item 11. Remarks (M1FC- RM: field).* Information necessary for ATC or to assist search and rescue operations, plus any other data appropriate to the flight; e.g., the abbreviations FAA or DOT. Enter names of experimental or homebuilt aircraft (Veri-EZ, Long-EZ, Mustang, Delta Dart). For RM: field only - Use 1-80 characters beginning with \*, #, \$, or %. (See TBL 6-2-4.)

*	transmit remarks to all centers.
#	transmit remarks to departure centers only.
\$	transmit remarks only to those addresses in the CP field of the flight notification message.
%	for remarks not to be transmitted.

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**NOTE-**

*Civil aircraft with authorized company identification are required to file the full authorized radio call in remarks.*

l. *Item 12. Fuel on Board (M1FC- FB: field).* Enter in hours and minutes; e.g., 0330 or 3+30.

m. *Item 13. Alternate Airport/s (M1FC- AA: field).* Enter the location identifier if specified by the pilot. For AA: field only. Use three-to-seven alphanumeric characters. For two alternate airports, enter identifiers consecutively; e.g., BJCFNL.

n. *Item 14. Pilot's Name, Telephone Number, Aircraft's Home Base (M1FC- PD: field).* Self-explanatory. For military pilots, obtain the name and telephone of BASOPS.

**NOTE-**

*Pilot's name not required if BASOPS' name is provided.*

o. *Item 15. Number Aboard (M1FC- NB: field).* Self-explanatory.

p. *Item 16. Color of Aircraft. (M1FC- CR: field).* Use authorized contractions when available. (See TBL 6-2-5.)

Code and Color

Code	Color		Code	Color
A	Amber		B	Blue
BE	Beige		BK	Black
BR	Brown		G	Green
GD	Gold		GY	Gray
M	Maroon		O	Orange
P	Purple		PK	Pink
R	Red		S	Silver
T	Tan		TQ	Turquoise
V	Violet		W	White
Y	Yellow			

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**NOTE-**

1. For ICAO flight plans, see Appendix B.

2. Local procedures may be developed for use on the reverse side of FAA Form 7233-1.

### 6-2-2. OUTBOUNDS DEPARTING FROM OUTSIDE FLIGHT PLAN AREA

Accept flight plans regardless of departure point. Forward VFR flight plan proposals for aircraft proposing to depart from outside the facility's flight plan area to the tie-in FSS/AFSS for the departure point in the following format:

- a. Type of Flight.
- b. Aircraft Identification.
- c. Aircraft Type.
- d. Departure Point.
- e. Destination.
- f. Proposed Departure Time/ETE.
- g. Remarks.

**EXAMPLE-**

AIS

FF KDAYFYX

DTG KBWGYFYX

VFR N1234 BE90 DAY LOU P1330/0130

M1FC

FR:PV AI:N1234 AT:C150 TS:90 DD:DSM TM:P1800

AE:65 RT:DSM..OMA..LNK

AD:LNK TE:0300 RM:\$FP KIKKYFYX

FB:0330 AA: PD:JOE PILOT

HB:DSM NB: CR:R/W TL:

OP:

CP:KFODYFYX

TA:2100

**NOTE-**

1. M1FC will autoaddress the CP field, automatically extract the required items from the flight plan mask and transmit a flight proposal to the departure tie-in AFSS/FSS.

M1FC will automatically fill in the originator of the flight plan in the RM field when the flight plan is transmitted.

2. For civil flight movement messages with remarks, precede the remarks with a dollar symbol (\$).

### 6-2-3. ALASKA SPECIAL INSTRUCTIONS

All flight plans, departures (including intermediate departures) or arrivals, on an FAA aircraft, will be given normal distribution plus PANCYAYI whether VFR or IFR.

**EXAMPLE-**

AIS

FF PANCYAYI

DTG PAENYFYX

N123 D1345

AIS

FF PANCYAYI

DTG PAENYFYX

N123 ENA A1345 ANC

### 6-2-4. M1FC ENTRY OF MILITARY IFR MULTI-LEG STOPOVER FLIGHT PLAN

a. Complete all FP fields down through time en route or remarks for the first leg. Use MI in the flight rules field. This will hold the flight plan on the proposed list for flight notification.

b. All subsequent legs shall be preceded by a slant and recorded in the route field after the first leg: DESTINATION, ETE, AIRSPEED, P-TIME, ALTITUDE, ROUTE, and remarks for each leg.

c. After all legs have been recorded properly, the FP should autoaddress the ARTCC of the first leg departure point in the OP: field and all destination BASOPS stations in the CP: field. GI will send the first leg to the appropriate ARTCC and place the flight plan on the proposed list.

**EXAMPLE-****MIFC**

FR:MI AI:BAT21 AT:F16/R TS:450 DD:DBQ TM:P1700

AE:280

RT:DBQ..TNU..OFF/FOE 0+15 450 P1800 270

OFF.FOE

AD:OFF TE:0030 RM:\*REMARKS \$VT012115

FB:0230 AA: PD:ON FILE BASOPS

HB:DBQ NB:1 CR:OD TL: OP:ZCG

CP:KOFFYXYX KFOEYXYX

TA:1730

d. To send the second leg of the flight plan to the appropriate ARTCC, the original flight plan needs to be altered.

1. Display the flight plan (FPC).

2. Change the MI to I. It is not necessary to hold this leg for flight notification.

3. Make the necessary changes to indicate the next leg of the flight plan.

**EXAMPLE-****MIFC**

FR:I AI:BAT21 AT:F16/R TS:450 DD:OFF TM:P1800

AE:270

RT:OFF..FOE

AD:FOE TE:0015 RM:\*REMARKS

FB: AA: PD:ON FILE BASOPS

HB:DBQ NB:1 CR:OD TL: OP:ZCP

CP:

TA:1815

**NOTE-**

If there is an additional leg, it must be taken from the original flight plan.

e. After all legs have been sent to their appropriate ARTCC, construct a flight notification message.

1. Retrieve the original flight plan from the proposal list.

2. Edit each leg preceded by a slant to indicate the destination, ETE and pertinent remarks.

3. Delete all other information and restore to the proposal list (STPM) and await activation.

**EXAMPLE-****MIFC**

FR:MI AI:BAT21 AT:F16/R TS:450 DD:DBQ TM:P1700

AE:280

RT:DBQ..TNU..OFF/FOE 0+15

AD:OFF TE:0030 RM:\*REMARKS \$VT012115

FB:0230 AA: PD:ON FILE BASOPS

HB:DBQ NB:1 CR:OD TL:

OP:ZCG

CP:KOFFYXYX KFOEYXYX

TA:

**6-2-5. MIFC ENTRY OF MILITARY VFR STOPOVER FLIGHT PLAN**

a. File a military VFR stopover flight plan in the same format as a military IFR stopover.

b. After the flight plan is filed on the proposal list, display the flight plan (FP ACID). Use the CX keyword to cancel the flight plan. The complete flight plan is then on file for search and rescue.

**EXAMPLE-****MIFC**

FR:MV AI:G2034 AT:UH1/U TS:90 DD:FOD TM:P1800

AE:055

RT:FOD..DSM..OFF/MLC 3+10 90 P2100 045

OFF..MLC/SZL

2+10 90 P0100 055 MLC..SZL

AD:OFF TE:0200 RM:\$VT010600

FB:0400 AA: PD:ON FILE BASOPS

HB:DBQ NB:1 CR:O/D TL:

OP:

CP:KOFFYXYX KMLCYFYX KSZLYXYX

TA:2000

c. After the flight plan is cancelled, use the FPC keyword to display the flight plan on the screen. Change the RT field to show only the destination, ETE, and any pertinent remarks for all remaining legs. File the revised version onto the proposal list to await activation.

**EXAMPLE-****MIFC**

FR:MV AI:G2034 AT:UH1/U TS:90 DD:FOD TM:P1800

AE:055

RT:FOD..DSM..OFF/MLC 3+10/SZL 2+10

AD:OFF TE:0200 RM:\$VT010600

FB:0400 AA: PD:ON FILE BASOPS

HB:DBQ NB:1 CR:OD TL:

OP:

CP:KOFFYXYX KMLCYFYX KSZLYXYX

TA:2000

## Section 3. IFR FLIGHT PLAN HANDLING

### 6-3-1. DOMESTIC IFR FLIGHT PLANS

a. IFR flight plans should consist of items 1 through 15 of FAA Form 7233-1. Items 1 through 11 shall be transmitted to the ARTCC as part of the IFR flight plan proposal. Items 12 through 15 shall be retained in the FSS and be available upon request.

**NOTE-**

*Part-time FSS's shall forward items 1 through 15 in accordance with para 6-1-4.*

b. **M1FC.** IFR flight plans should consist of the following fields:

1. **FR** Type of Flight.
2. **AI** Aircraft Identification.
3. **AT** Number and Type of Aircraft.
4. **TS** True Airspeed or Mach Number.
5. **DD** Departure Point.
6. **TM** Departure Time.
7. **AE** Requested Altitude.
8. **RT** Route of Flight.
9. **AD** Destination.
10. **TE** Time En Route.
11. **RM** Remarks.
12. **FB** Fuel on Board.
13. **AA** Alternate Destination.
14. **PD** Pilot Data.
15. **NB** Number of Persons on Board.
16. **CR** Color of Aircraft.
17. **OP** ARTCC Address.
18. **CP** Addresses/Closure Point.
19. **TA** Estimated Time of Arrival.

c. **M1FC.** Items 1 through 11 shall be transmitted to the ARTCC as part of the IFR flight plan proposal. Items 12 through 19 shall be retained by the FSDPS and be available upon request.

### 6-3-2. NOTIFYING ARTCC

Transmit flight plans and flight plan amendments to the ARTCC within whose control area IFR flight is proposed to begin. AIS facilities use FAAO 7350.7,

*Location Identifiers*, or the appropriate aeronautical charts to determine the ARTCC to which each transmission shall be made. Transmit flight plans (if necessary) and flight plan amendments via interphone to the flight data position (error referral position) or departure sector when the aircraft's proposed departure time is less than 15 minutes from transmittal time. Advise the ARTCC's departure sector or error referral position, via interphone, when a message is received indicating ineligibility or a response is not received via data terminal within 10 minutes. Transmit flight plans as follows:

a. When multiple (two or more) flight plans are received from the same aircraft, or for flight plans which propose alternating VFR and IFR, stopover, or terminal area delay, the station receiving the flight plans transmits separate flight plans to the appropriate ARTCC's for each IFR portion or segment.

b. Transmit flight plans specifying special use airspace delays (MOA's, Warning Areas, Restricted Areas, ATC Assigned Airspace) as in subpara 6-3-2a except when letters of agreement specify otherwise.

c. Aerial refueling delays, or any other en route delays not covered in subparas 6-3-2a or b and not involving a change of altitude stratum, do not require separate messages. Delay information shall be filed within the route of flight. If a change of altitude stratum is indicated, transmit separate messages as in subparas 6-3-2a or b.

d. When a composite, stopover, or terminal area delay flight plan is revised:

1. Before departure, transmit the information to the original addressees plus any new addressees.
2. After departure, transmit the information to all new addresses who are affected by the change.

e. **AIS.** When a flight is to depart after 0500 hours local time on the day following the filing of the flight plan, do not transmit the flight plan to the ARTCC until after 0000 hours local time.

**NOTE-**

*In the event of a time zone difference between the station and the associated ARTCC, use the ARTCC's local time in determining transmission time.*

f. Address all IFR flight plan messages to the ARTCC serving the point of departure and all concerned oceanic and nonconterminous ATS units, except FAA ATCT's.

**NOTE-**

The ARTCC within whose control area IFR flight is proposed to begin will forward the proposed tower en route flight plan data to the appropriate departure terminal facility.

g. For flights inbound to the conterminous U.S. from Alaska or Hawaii, address only the first conterminous U.S. ARTCC; e.g., for a proposed flight from Sitka to Houston, address PAZAZQZX, CZVRZQZX, and KZSEZQZX.

**REFERENCE-**

FAAO 7110.65, Para 2-2-2, Forwarding Information.

**6-3-3. IFR FLIGHT PLAN CONTROL MESSAGES**

(Pacific: Pacific Supplement.)

Transmit all proposed IFR flight plan messages to the ARTCC within whose control area IFR flight is proposed to begin.

a. Communications Functions. Flight plan data messages shall be addressed to the computer only. All other types of messages for ARTCC attention shall be addressed to the Flight Data position only. Acknowledgements for all numbered messages will be received from the computer or the Flight Data position indicating receipt by the ARTCC, but not necessarily computer acceptance. (See TBL 6-3-1.)

**ARTCC ID & Computer Flight Data**

ARTCC	ID	Computer	Flight Data
Albuquerque	ZAB	KZABZQZX	KZABZRZX
Atlanta	ZTL	KZTLZQZX	KZTLZRZX
Boston	ZBW	KZBWZQZX	KZBWZRZX
Chicago	ZAU	KZAUZQZX	KZAUZRZX
Cleveland	ZOB	KZOBZQZX	KZOBZRZX
Denver	ZDV	KZDVZQZX	KZDVZRZX
Fort Worth	ZFW	KZFWZQZX	KZFWZRZX
Houston	ZHU	KZHUZQZX	KZHUZRZX
Indianapolis	ZID	KZIDZQZX	KZIDZRZX
Jacksonville	ZJX	KZJXZQZX	KZJXZRZX
Kansas City	ZKC	KZKCZQZX	KZKCZRZX
Los Angeles	ZLA	KZLAZQZX	KZLAZRZX
Memphis	ZME	KZMEZQZX	KZMEZRZX
Miami	ZMA	KZMAZQZX	KZMAZRZX
Minneapolis	ZMP	KZMPZQZX	KZMPZRZX
New York	ZNY	KZNYZQZX	KZNYZRZX
Oakland	ZOA	KZOAZQZX	KZOAZRZX
Salt Lake	ZLC	KZLCZQZX	KZLCZRZX
Seattle	ZSE	KZSEZQZX	KZSEZRZX
Washington	ZDC	KZDCZQZX	KZDCZRZX

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b. Format.

1. Adhere to a fixed order of data. Do not exceed the stated maximum number of characters or elements allowed for each field in messages addressed to an ARTCC computer. Flight plans filed containing more than the stated character maximums should be sent using the ARTCC flight data address.

2. AIS. One space character must be entered at the end of each data field. The following clarifications are presented:

(a) The first data field of a message need not be preceded by a space.

(b) The last data field of a message need not be followed by a space.

3. Each field of data is composed of one or more elements. Discrete elements of information within a field are separated by delimiters, generally slashes (oblique strokes) or periods.

4. Messages addressed using an ARTCC flight data address (KZRZX) are not processed by the HOST computer. Response and/or interpretation of these messages are dependent on flight data personnel action. The prime consideration of these types of messages, shall be the readability of the transmitted data. The second, third, and fourth character of the address shall be the same as the ARTCC flight data address.

5. All domestic flight data processing computers have the capability to return acknowledgments to the source and, depending on local adaption, return error messages and accept amendments. Notify the appropriate ARTCC Data Systems Specialist or Primary A position when it is suspected that a flight plan has been erroneously rejected by the computer.

6. IFR flight plans specifying stopovers or terminal area delays require separate messages be sent to the appropriate ARTCC's for each segment. Unless otherwise covered by a letter of agreement, treat flight plans proposing special use airspace delays in the same manner. Separate messages are also required for any other en route delays if a change of altitude stratum is proposed at the delay point. See subpara 6-3-3c14(h)(1)[b] for delays not involving a change of altitude stratum.

7. Some fields contain the necessary functions to operate the computer data terminal adapters and are designated by alpha characters. Do not separate these fields with spaces.

c. For HOST computer acceptance, the complete message contents, the order of data, the number of

characters allowed within any data field or element, and any associated operational procedures or restrictions are as follows (as used here, field refers to HOST field and /xx refers to MIFC field):

1. Start of Message Code (Field A). No entry requirement for AIS equipment. (New Line Key)

2. Preamble Line (Field B). Consists of originator, priority, and addressee(s).

3. Originator Line (Field C). Consists of a six-digit date-time group and the eight-character originator identifier.

4. End of Line Function (Field E). Same as subpara 6-3-3c1.

5. Source Identification (Field 00). Nine or ten characters required followed by a space character in the following order:

(a) The three-character address of the originating AFSS/FSS or the three-character identifier of the originating airline office.

(b) Four characters (digits) to indicate the time (in UTC) the flight plan was composed by the originator.

(c) Three characters (digits) representing the number of the message; e.g., 021. It is recommended that numbering systems be restarted with 001 at the beginning of each day (0000Z).

**NOTE-**

*There are no spaces between characters in subparas 6-3-3c5(a), (b), and (c).*

6. Message Type (Field 01). The letters FP followed by a space character.

7. Aircraft Identification (Field 02/AI:). Consists of two-to-seven characters followed by a space character. The first character of the identification must be a letter.

(a) Phrases such as Flynet, Snow Time, etc., which do not identify specific aircraft, but are supplemental data defining a special mission or function, shall be contained in remarks (Field 11/RM:).

(b) For foreign aircraft identifications with a numeric as the first character, insert an X as the first character and explain in the remarks section.

8. Aircraft Data (Field 03/AT:). Consists of two-to-nine characters followed by a space character.

Aircraft data within the field may vary from one-to-three elements consisting of:

(a) Number of aircraft (when more than one) and/or the TCAS/heavy aircraft indicator. The indicator for TCAS is T; for heavy aircraft the indicator is H; for both TCAS and heavy the indicator is B. This element contains a maximum of two characters followed by a slash.

**EXAMPLE-**

2/F15  
3H/B52  
10/F18  
B/B747  
T/DC9

(b) Type of Aircraft. This element is mandatory and contains two-to-four characters consisting of the authorized aircraft designator as contained in FAAO 7340.1. Enter military designators of aircraft, omitting prefixes and suffixes pertaining to aircraft mission or model.

(c) Equipment Suffix. This element is optional and consists of a slash (/) followed by one letter which is one of the approved designators identifying transponder and/or navigation gear.

9. Airspeed (Field 05/TS:). Consists of two-to-four characters followed by a space character. This field shall indicate the filed true airspeed in knots or Mach number.

**EXAMPLE-**

350  
M075

10. Departure Point or Coordination Fix (Field 06/DD:). Consists of two-to-twelve characters followed by a space character. This field contains the departure point or fix at which an aircraft will pick up IFR. It must be a fix, not an airway. For proposed departures, it must match the first element in the route of flight; and for IFR pickups, it must match either the first element in the route of flight or the third element if the ./ or VFR is used as the second element.

11. Proposed Departure Time (Field 07/TM:). Consists of five or seven characters followed by a space character. This field contains the letter P followed by a four or six digit time group in UTC.

12. Requested Altitude (Field 09/AE:). Consists of two-to-seven characters followed by a space character. Altitudes or flight levels, as appropriate, shall be expressed in hundreds of feet, but without leading zeros. The letters OTP shall be entered in this field to

indicate a requested altitude of VFR conditions-on-top. Blocked altitudes are indicated by entering the lower altitude of the requested block, the letter B, and the higher altitude of the block; e.g., 80B100, 240B270, with no intervening spaces.

**13. End of Line (New Line Key) (Field E).** The first occurrence of Field E shall always follow Field 09/AE: of the message. Any time a subsequent end of line becomes necessary, if used within Field 10/RT:, it must be preceded by the appropriate element separator (not a space). If used within Field 11/RM:, Field E may be entered at any point within the remarks sequence.

**14. Route of Flight (Field 10/RT).** The route of flight consists of departure point or pickup point (PUP), the route of flight, and normally a destination followed by a space character.

(a) Field 10/RT: is a fixed sequence field and must begin with a fix; e.g., fix, airway, fix, airway, etc. The last element may be a fix or one of the route elements VFR, DVFR, or XXX (incomplete route indicator). An element is separated from another element by a period character.

(b) When consecutive fix elements or route elements are filed, the fixed sequence format is maintained by inserting two period characters between the filed Field 10/RT: elements; e.g., fix..fix or airway..airway.

(c) When a pilot files an airway..airway combination, obtain the point of transition and insert it in the transmitted flight plan; e.g., SGFJ105..J24. STLJ24. The foregoing does not apply if the first encountered fix happens to be the next filed junction point within the route.

(d) The slash character (/) is used to file a latitude/longitude fix or in describing an ETE.

(e) The maximum number of filed field elements for computer-addressed flight plans is 40. Double period insertions do not count against the 40-element limitation. Transmit flight plans filed exceeding the route element limitation to the ARTCC, not its computer.

(f) Fix Descriptions. A fix must be filed in one of the following ways:

(1) Fix Name. Domestic, Canadian, and International identifiers of two-to-five alphanumeric characters.

(2) Fix Radial Distance (FRD). Consists of eight-to-eleven alphanumeric characters in the following sequence: Two-to-five characters identifying a navigational aid, three characters of azimuth expressed in degrees magnetic, and three characters of distance expressed in nautical miles from the navigational aid. Zeros preceding a significant character shall be entered before the azimuth and distance components as required to assure the transmission of three characters for each.

(3) Latitude/Longitude. Consists of nine-to-twelve characters entered as follows: The latitude shall appear as the first component as four numbers (trailing zeros required) with an optional letter N or S appended. If the optional letter is omitted, north is understood. Latitude shall be separated from longitude with a slash (/) element separator. Longitude shall appear as the second component as four or five digits (trailing zeros required, leading zero optional) with an optional letter W or E appended. If the optional letter is omitted, west is understood.

(g) Route Descriptions. A route must be filed in one of the following ways:

(1) Airway. The official airway designator must be filed.

(2) Coded Routes. Coded routes are a shorthand method of describing a route segment or segments which may have an altitude profile described, an adapted airspeed within the route, reentry or loop routes as an option, or a time delay at a fix within the route as an option. Some of the principal uses of coded routes are as follows:

[a] Instrument Departure's (DP's). DP's, if used, must be filed by the computer code designator as the second element of Field 10/RT and followed by the transition or exit fix.

[b] Standard Terminal Arrivals (STAR's). STAR's, if used, must be filed by the computer code designator as the next to last element of Field 10/RT: and be immediately preceded by the entry or transition fix.

[c] Published Radials. Published radials (e.g., within a preferred route) are considered airways. Do not file unpublished radials.

**EXAMPLE-**  
JFK053..DPK017  
RBV020

[d] Military Routes. Certain military routes (e.g., Military Training Routes (MTR) and Air

Refueling Tracks/Anchors), are considered coded routes. The route designator must be preceded and followed by the entry and exit fixes in terms of fix/radial/ distance (FRD), and reentry information may be suffixed to certain military coded routes as follows:

[1] The entry and exit fix must be associated with a fix on the route, and the entry fix must be prior to the exit fix on the route.

**EXAMPLE-**  
*TNP355025..IR252*  
*PKE107012*

[2] Routes having reentries for a single Strategic Training Range (STR) site shall contain the entry of alternate entry fix in terms of FRD, the route designator followed immediately by a plus sign (+), either the letter R (1st STR site) or S (2nd STR site), and a digit indicating the number of reentries.

**EXAMPLE-**  
*(FRD) IR240+R2 (FRD)*  
*(FRD) IR240+S3 (FRD)*

[3] Routes having reentries for two STR sites shall contain the entry/alternate fix in terms of FRD, the route designator followed immediately by a plus sign (+), the letter R, and a digit indicating the number of reentries on the first STR site, immediately followed by second plus sign (+), the letter S, and a digit indicating the number of reentries on the second STR site.

**EXAMPLE-**  
*(FRD) IR240+R2+S3 (FRD)*

[4] STR routes must be entered and exited at the respective primary fix. Alternate STR routes must be entered/exited at the alternate entry/exit fix. The routes must be identified by an individual name.

**EXAMPLE-**  
*(FRD) IR240+R2 (FRD) (Primary)*  
*(FRD) IR240A+R2 (FRD) (Alternate)*

[e] North American Routes (NAR). NAR routes are numerically coded over existing airways and route systems from and to specific coastal fixes serving the North Atlantic.

**EXAMPLE-**  
*.NA9*  
*.NA50*

[f] Stereo Routes. A stereo route must specify a prestored stereo tag. An FP message may be entered with a stereo tag as the only Field 10/RT: entry,

which causes the Field 10/RT: data stored for the stereo tag to be substituted for the stereo tag and processed as the filed Field 10/RT: Additionally, the filed departure point (Field 06/DD:) must agree with the stored departure point.

[g] Incomplete Route Indicator (XXX). When XXX, the incomplete route indicator, appears in Field 10/RT, the element preceding the XXX element must be a fix.

[h] Visual Flight Rules (VFR) or Defense Visual Flight Rules (DVFR) element. When VFR or DVFR is the second element of Field 10/RT:, the filed fix following VFR or DVFR must be internal to the ARTCC's area to whom the flight plan was initially submitted. When VFR or DVFR is other than the second element in Field 10/RT:, the element preceding the VFR or DVFR must be a filed fix.

(h) Fix Suffix.

(1) En Route Delay Suffix consists of an element separator (/), followed by the letter D, followed by the hours and minutes separated by a plus sign (+). Must be appended to a fix.

**EXAMPLE-**  
*.STL/D1+30*  
*.PKE107012/D2+05*

Use of this suffix is limited to the following cases:

[a] Aerial Refueling Tracks and Anchors. The suffix is appended to the entry fix.

**EXAMPLE-**  
*.ICT248055/D0+30.AR330*

[b] En route delays not involving a change of altitude stratum and not involving a stopover, terminal area delay, or special use airspace delay unless specifically covered by a letter of agreement with the receiving ARTCC.

(2) Estimated Time En Route (ETE) Suffix. Consists of an element separator (/) and four digits appended to the destination. Leading zeros are required, and the time en route is expressed in hours and minutes.

**EXAMPLE-**  
*.STL/0105*

(i) A period is not required after the last element of Field 10/RT:. If remarks (Field 11/RM:) are present, a space is required after the last element of Field 10/RM:. If remarks are not present, no space is required and Field F (End of Message) should be the next entry.

15. Remarks (Field 11/RM:). Consists of the appropriate remarks code character and the remarks.

Remarks are considered mandatory or optional and should be limited to those pertinent to air traffic control. Spaces are permitted within the remarks field to separate words or contractions.

(a) **Mandatory Remarks.** These remarks shall be transmitted in Field 11/RM: whenever a pilot files the information on the flight plan. A mandatory remark is required whenever there is a modification to the flight plan by the specialist.

(1) If it is necessary to make modifications to the filed route of flight for the purpose of achieving computer acceptance of the input due, for example, to correct a fix or an airway identification, "FRC," meaning "Full Route Clearance Necessary," or "FRC/(fix)," will be added to the remarks, "FRC" or "FRC/(fix)" must always be the first item of intra-center remarks. When "FRC" or "FRC/(fix)" appears on a flight progress strip, the controller issuing the ATC clearance to the aircraft shall issue a full route clearance to the specified fix, or if no fix is specified, for the entire route. "FRC" or "FRC/(fix)" shall always be first in Remarks (Field 11/RM:).

**NOTE-**

*INPUT OPERATORS ARE LIMITED TO MAKING ONLY THOSE CHANGES REQUIRED FOR COMPUTER ACCEPTANCE. Modifications, such as those to conform with traffic flows and preferred/recommended routings, shall only be made by the pilot or his operations office or the controller responsible for initiating the clearance to the aircraft.*

(2) When a pilot files an FAA-assigned three-letter company designator, the authorized radio-telephony call sign must be included in the remarks field.

(b) **Optional Remarks.** These remarks shall be transmitted when pertinent to air traffic control and can revert to mandatory status for some military flight plans.

(1) In the case of applicable military flights, NOPAR shall be the first item in Remarks (Field 11/RM:).

(2) Remarks for military flight plans filing an IR route must contain the IR route designator, entry time prefaced by the letter E, exit time prefaced by the

letter X, and MARSA when applicable. Remarks for flight plans filing a terminal area delay must contain the airport identifier at which the delay will occur, followed by the letter D, followed by the duration of the delay in hours plus minutes, followed by the destination airport. These should be the initial items in the remarks field, unless subpara 6-3-3c15(a)(1) or (2) applies, and should be in order of occurrence.

**16. End of Message Function (Field F).** Consists of enter function.

d. **Additional Messages.** The following messages are eligible for input to ARTCC computers via Service B, in addition to the Flight Plan (FP) message:

1. **Remove Strips (RS).** The purpose of the RS message input is to advise the computer that data on a particular flight is no longer valid and in effect cancels the flight plan and removes it from computer storage.

(a) **Eligibility.** RS messages may be entered only for flight plans which:

(1) Are proposed flights.

(2) Have been previously entered by the same source entering the RS message.

(3) The flight plan is inactive; e.g., a departure strip must not yet have been printed. Otherwise, the following rejection message is returned: "REJECT--NOT YOUR CONTROL."

(b) **Format.** Fields 01 (Message type) and 02/AI: (Aircraft Identification) are required.

**EXAMPLE-**  
RS TWA138

2. **Amendment Message (AM).** The purpose of the AM message is to change data previously stored in the host computer.

(a) **Eligibility.** Same as for the Remove Strip (RS) message (above).

(b) **Format.** AM messages sent to the host computer must follow a specific format. First, the field to be amended must be identified, then the amended information given. The host computer recognizes the following fields by either number or name: (See para 6-3-2.)

Field Number and Name

Field	Field Number	Field Name
Aircraft Identification	02	AID
Aircraft Type	03	TYP
Speed	05	SPD
Departure/Coordination Pt.	06	FIX
Proposed Time	07	TIM
Altitude	09	RAL
Route of Flight	10	RTE
Remarks	11	RMK

TBL 6-3-2

## (c) Restrictions.

3. If Field 02/AI: is to be amended, no other field may be amended in the same message. If Field 02/AI: and other fields are to be amended, send an RS message and reenter the entire corrected flight plan. If an attempt is made to amend Field 02/AI: within a multiple amendment message or to amend Field 02 to M, the following rejection message is returned: "REJECT--INVALID AMENDMENT."

**NOTE-**

*Alternate procedure is to send two amendments - the first amends field 2; the second amends the other field or fields.*

4. Field 07/TM: Amendments. An attempt to amend Field 07/TM: to anything other than a P-time is not allowed. If such an amendment is attempted, the following error message is returned: "COFIE INVALID TIME PREFIX."

5. Amendment to Fields 06/DD:, 07/TM:, and 10/RT: Where Fields 06/DD:, 07/TM:, and 10/RT: are amended with a single AM message, the following rules apply:

(a) The amended Field 06/DD: replaces the previously stored coordination fix (Field 06/DD:).

(b) The amended Field 07/TM:, with appropriate letter prefix, replaces the previously stored coordination time (Field 07/TM:).

(c) The amended route data (Field 10/RT:) may completely replace the previously filed Field 10/RT: or may be merged with the filed Field 10/RT:.

(d) If the last element of the amended route data is followed by a destination indicator (e), this last element becomes the new destination fix.

(e) When amended route data is merged with filed data, it replaces all data between the departure point and the first nonamended element remaining in the field. The last element of the amended data must match the first element of the remaining nonamended data, otherwise the following rejection message is returned: "REJECT--(last element) CANNOT MERGE."

6. Amendment to Field 10/RT: Only. Except as permitted above, a Field 10/RT: amendment must be the only field amended; no other field may be amended with the same message. Otherwise, the following is returned: "REJECT--INVALID AMENDMENT."

**EXAMPLE-**

Message Type	Aircraft Identification	Field to be Revised	New Field Data	Field to be Revised	New Field Data
AM	TWA179	07	P0800	08	350
AM	UAL466	07	0300		
AM	AAL4355	10	ORDJ60 .DEN		

7. Correction Message (CM). When the host computer detects an error in a flight plan, an error message is generated to the sender when the sender is within the departure ARTCC's adapted boundaries.

(a) Eligibility. CM messages may be entered only for the period for which the departure ARTCC's program is adapted, normally 5 minutes. After that time, the flight plan in error drops out to the ARTCC Primary A position for reentry. The sender has primary responsibility for corrective action.

**NOTE-**

*Error messages are generated only on messages from sending stations within the adaptation parameters of the departure ARTCC and for only that portion of the route within that ARTCC's adapted boundaries. Other flight plans in error are referred to a Primary A position.*

(b) Format. Responses to error messages shall be transmitted in the form of a CM message within the time parameters adapted for your ARTCC. ARTCC-Generated Error Message:

**EXAMPLE-**

Sending Facility	MSG Type	MSG NR	Field in Error	Data in Error	Reason
DCA	Error	123	08	9A	FORMAT
CM Format:					
Field 00	MSG Type		Correct Data		
DCA 1820123	CM		090		

(c) When a CM message in response to an error message results in any change to a pilot-filed Field 06/DD: (Departure Point) or Field 10/RT: (Route of Flight) once the flight plan has been accepted, an AM message shall be sent to add a field 11/RM: intra-ARTCC remark. In remarks, insert "FRC PILOT FILED (original data)."

(d) Should a "NOT YOUR CONTROL" response be received, do not retransmit the flight plan or the AM. Confirm ARTCC receipt of the flight plan or AM (FRC/REMARKS) via interphone with the Primary A position. (See TBL 6-3-3.)

#### Computer Flight Data Input

COMPUTER FLIGHT DATA INPUT CHART			
Field	Element	Example	Requirements
A	Start of Message (SOM code)	New Line Key	Required for SOM recognition.
B	Preamble Line	FF KZFWZQZX	Provides priority, and addressee.
C	Originator	DTG KMLCYFYX	Required for ending the message header.
D	End of Line	(New Line Key)	EOL.
E	End of Message	(Enter Function)	End of Message.

TBL 6-3-3

#### 6-3-4. COORDINATE RNAV ROUTES

a. When accepting flight plans containing coordinate RNAV routes, ensure that the route of flight after the departure fix is defined by latitude/longitude coordinates and a fix identifier.

b. The arrival fix must be identified by both the latitude/longitude coordinates and the fix identifier.

#### EXAMPLE-

(1)	(2)	(3)	(4)	(4)	(5)
MIA	SRQ	3407/10615	3407/11546	TNP	LAX

1. Departure airport.
2. Departure fix.
3. Intermediate fixes defined by latitude/longitude coordinates.
4. Arrival fix for the destination airport in terms of both the latitude/longitude coordinates and the fix identifier.
5. Destination airport.

## Section 4. FLIGHT PLAN HANDLING

### 6-4-1. FLIGHT PLAN ACTIVATION

a. **AIS.** Handle departure reports as a routine radio contact in accordance with para 4-3-5. If a departure report has not been received within 1 hour of the proposed departure time and specific arrangements have not been made to activate the flight plan, cancel and file the proposed flight plan.

b. **AFSS.** Handle departure reports as a routine radio contact in accordance with para 4-3-5. If a departure report has not been received or the pilot has not amended the P time, a VFR flight plan will remain on the proposed list until 2 hours past the proposed time. At this time it is automatically removed from the list and entered on the Aircraft Data File (DD).

c. The AFSS Aircraft Data File (DD) is used for statistical and historical purposes. Movement messages, pilot briefs, and aircraft contacts are placed on the list automatically and are retained for the number of hours specified in the Aircraft Drop Interval (ADDI) parameter.

d. When a pilot reports a departure time that is more than 2 hours prior to the current clock time, request an updated ETE based on the aircraft's present position. MIFC facilities amend the ETE in the existing flight plan, and activate the flight plan using the current time as the time of departure (MIFC will automatically calculate the updated ETA) and inform the pilot of any changes.

### 6-4-2. DEPARTURE REPORT MESSAGE

When a pilot activates a flight plan with other than the tie-in station for the departure point, transmit a numbered message to the departure tie-in station.

#### EXAMPLE-

**AIS**  
FF KRNOYFYX  
DTG KHONYFYX  
HON001 RNO  
N98765 D1645 WMC ALW

**MIFC**  
ORIGIN:MMV PRECEDENCE:FF TIME: ACK:Y  
ADDR:RNO  
TEXT:N98765 D1645 WMC ALW

#### NOTE-

Origin may be left blank as MIFC will insert the origin station's address.

### 6-4-3. ACKNOWLEDGING NUMBERED MESSAGES

Acknowledge a numbered message as soon as practicable after receipt. Prefix the acknowledgement with the letter R followed by a space and then the 3-digit message number.

#### EXAMPLE-

**AIS**  
FF KMMVYFYX  
4DTG KRNOYFYX  
R 001

### 6-4-4. FLIGHT NOTIFICATION MESSAGE

a. When a departure report is received, or the pilot requests an assumed departure, transmit a flight notification message to the destination tie-in (FSS or BASOPS) as specified in FAAO 7350.6. Telephone or interphone, when available, may be used for flights of 30 minutes or less. The flight notification message shall contain the following information:

1. Type of flight plan (VFR or IFR).
2. Aircraft identification.
3. Aircraft type.
4. Departure point.
5. Destination.
6. ETA (If more than 24 hours, may use DTG).
7. Remarks, preceded by a \$ sign (as appropriate).

#### EXAMPLE-

**AIS**  
FF KBOIFYFYX  
DTG KCDCYFYX  
VFR N2346F AC21/U PVU BOI 1348 \$ASMD  
DEP

**MIFC**  
FR:V AI:N2346F AT:AC21/U TS:130 DD:PVU TM:D1203  
AE:85  
RT:PVU..SLC..TWF..BOI  
AD:BOI TE:0145 RM:\$ASMD DEP  
FB:AA:PD:  
NB:CR:OP:  
CP:KBOIFYFYX TA:1348

**NOTE-**

M1FC will automatically extract the required items from the flight plan mask and transmit the flight notification message when a departure time is placed in the TM: field and the GI keyword is entered.

b. When the proposed flight plan is received from another AFSS/FSS, BASOPS, or DUAT vendor, and the departure station has only partial flight plan data, add a remark indicating the Service B address of the station holding the complete flight plan.

**NOTE-**

M1FC will automatically add this to the RM: field of the flight plan mask when it receives the proposal from another facility.

**EXAMPLE-**

AIS  
FF KBOIFYFX  
DTG KDCYFYX  
VFR N12345 C182/U PVU OI 1958 \$FP  
KIADXCLX

**M1FC**

FR:V AI:N1234 AT:C182/U TS:130 DD:PVU  
TM:D1813 AE:85  
RT:PVU..BOI  
AD:BOI TE:0145 RM:\$FP KIADXCLX  
FB: AA: PD:  
NB: CR: OP:  
CP: KBOIFYFX TA:1958

c. If the pilot elects to close the flight plan with a station other than the AFSS/FSS designated as the tie-in facility by FAAO 7350.6, send the flight notification message with remarks to both stations; e.g., FIRIV PNM. The designated tie-in AFSS/FSS shall assume both destination and search and rescue responsibility.

**EXAMPLE-**

AIS  
FF KGFKYFYX KPNMYFYX  
DTG KDCYFYX  
VFR N2346F AC21 FDK PMB 1303  
\$FIRIV PNM

**M1FC**

FR:V AI:N2346F AT:C172 TS:110 DD:FOD TM:P1800  
AE:095  
RT:FOD..OMA  
AD:OMA TE:0050 RM:\$FIRIV FOD  
FB:0200 AA: PD:JOE PILOT  
NB:2 CR:R/W OP:  
CP:KOLUYFYX KFODYFYX TA:1850

**NOTE-**

M1FC will autoaddress to the tie-in AFSS/FSS. Because the pilot elected to FIRIV with FOD, the message must also be manually addressed to FOD.

d. The station with which the pilot elects to close the flight plan shall forward a numbered closure message to the designated tie-in AFSS/FSS.

e. On civil flight plans, if the pilot advises of stopover points, show these in remarks.

**EXAMPLE-**

AIS  
FF KBOIFYFX  
DTG KDCYFYX  
VFR N12345 C182/U PVU BOI 1958 \$LNDG  
TWF

**M1FC**

FR:V AI:N1234 AT:C182/U TS:130 DD:PVU  
TM:P1813 AE:85  
RT:PVU..SLC..TWF..BOI  
AD:BOI TE:0145 RM:\$LNDG TWF  
FB: AA: PD:  
NB: CR: OP:  
CP:KBOIFYFX TA:1958

f. On military flight plans, in remarks use coded data pertinent to services, passengers, or cargo. In the absence of remarks, enter the letter N (meaning none) in the remarks field.

**REFERENCE-**

DOD Flight Information Publication, General Planning Document.

1. Flight notification messages with remarks activate a flag upon receipt in the M1FC computers at selected terminals.

2. When landing at a civil airport, if there are no remarks with the flight notification message, it is placed directly on the I list with no flag alert for notification purposes.

3. When landing at a military airport, all flight notification messages generate an "N" flag.

**EXAMPLE-**

AIS

FF KRCAYXYX

DTG KRIUYFYX

IFR DECAL01 T43/R SMF RCA 0135

\$AP3NP3S

M1FC

FR:MI AI:DECAL1 AT:T43/R TS:400 DD:SMF TM:D2205

AE:330

RT:SMF..FMG..SLC..DEN..RCA

AD:RCA TE:0330 RM:\$AP3NP3 S

FB: AA: PD:

NB: CR: OP:ZCO

CP:KRCAYXYX TA:0135

AIS

FF KBOIFYX

DTG KCDCYFYX

VFR R54321 2/UH1/U SLC BOI 1943 \$N

M1FC

FR:MV AI:R54321 AT:2/UH1/U TS:100 DD:SLC

TM:D1813 AE:45

RT:SLC..TWF..BOI

AD:BOI TE:0130 RM:\$N

FB: AA: PD:

NB: CR: OP:

CP:KBOIFYX TA:1943

g. Address military stopover flight notification messages to and obtain acknowledgements from the destination tie-in AFSS/FSS or BASOPS serving all destinations.

1. For the first leg, transmit the items in subparas 6-4-4a and 6-4-4f.

2. For each subsequent leg, transmit the destination, ETE, and remarks applicable to that leg only, prior to (/). AIS facilities: enter remarks, applicable to the entire flight, after the final leg. M1FC facilities: remarks pertaining to the entire mission should be in the RM: field.

3. Transmit the void time as the last item on a separate line using date/time group.

**NOTE-**

Provision of void time information is the responsibility of the pilot.

4. Separate stopover legs by inserting a slant (/) at the end of each leg except the last. Begin each leg on a new line.

**EXAMPLE-**

AIS

FF KCHSYFYX KJAXYFYX KMIAYFYX

DTG KBDYFYX

FR VV12345 P3 ADW CHS 1300/

NZC 01+30 A5 BALL DP10 AP5 S/

MIA 02+30 NO DE-ICING EQUIPMENT

VT011830

M1FC

FR:MI AI:BAT21 AT:F16/R TS:450 DD:DBQ

TM:D1700 AE:280

RT:DBQ..TNU..OFF/FOE 0+15/MLC 0+45

AD:OFF TE:0030 RM:\*REMARKS \$VT012115

FB:0230 AA: PD:ON FILE BASOPS

NB:1 CR:OD OP:ZCG

CP:KOFFYXYX KFOEYXYX KMLCYFYX TA:1730

**NOTE-**

M1FC will autoaddress the CP: field, automatically extract the required items from the flight plan mask, and transmit a flight notification message to the destination BASOPS. MV is used in the FR field when sending a military VFR flight notification.

5. For composite flights, specify type flight plan as the first item of each leg.

6. When en route delays are involved, include delay time in ETE.

h. Apply military flight plan procedures to all civil aircraft landing at military bases.

**NOTE-**

It is the civil pilot's responsibility to obtain permission (from military authorities) to land at a military base.

i. Apply civil flight plan procedure to civil aircraft departing military bases and en route to civil airports.

j. When a pilot reports a departure time that is more than 2 hours prior to the current clock time, request an updated ETE based on the aircraft's present position. M1FC facilities amend the ETE in the existing flight plan, and activate the flight plan using the current time as the time of departure (M1FC will automatically calculate the updated ETA) and inform the pilot of any changes.

### 6-4-5. SUSPENSING FLIGHT NOTIFICATION MESSAGES

a. Suspend the flight notification message or proposal message until acknowledgment is received from the addressee, then file in the completed file.

b. If an acknowledgment is not received within the following time period, use the telephone or interphone to assure delivery.

1. Thirty minutes after departure if ETE is between 30 minutes and 2 hours.

2. One hour before ETA if ETE is 2 hours or more.

3. Thirty minutes after departure if RONVIP information is contained in remarks of a military flight notification.

c. When an acknowledgment for a message is required and has not been received in accordance with the procedure described above, M1FC facilities retransmit the complete message to the addressee. AIS facilities transmit the signal QSLQ and the complete aircraft identification to the addressee.

d. M1FC. Messages awaiting acknowledgment are suspended on the Suspense List (S). It contains a list of all numbered Service B messages (except those numbered messages sent internally to other facilities in the same FSDPS family) and those messages transmitted from the flight plan mask not acknowledged by all the addressees.

1. The message identification is the aircraft identification for flight notifications and/or the message number for all other message types.

2. Acknowledgments received via NADIN shall be automatically processed if they are in the proper format.

3. Improperly formatted acknowledgments will be directed to the Service B edit queue (B flag).

4. The S list will display the aircraft identification and message numbers in chronological order of transmission times (first transmitted being at the top) and the addressees for each message with an asterisk appearing next to those that have not acknowledged.

5. If a transmission has not been acknowledged by all addressees within 30 minutes, an asterisk will automatically appear immediately preceding the message identification in the S list and an S flag is automatically displayed on the terminals enabled for Edit and Review Service B Communications (ERS) function.

6. When an S flag is displayed, use the ERS keyword to display the S list in the edit mode. Use the RT keyword to retransmit the message to addressees who have not acknowledged the message.

#### EXAMPLE-

M1FC

RT N12345 (ACID as it appears on the S list)

RT 003 (MSG Number as it appears on the S list)

7. When an acknowledgment message is received from any other source, such as interphone/telephone or facility guarding for the addressee, the specialist shall display the Edit and Review Suspense List (ERS) and use the AK keyword to acknowledge the message.

#### EXAMPLE-

M1FC

AK DECAL01,KRCAYXX

### 6-4-6. ACKNOWLEDGING FLIGHT NOTIFICATION MESSAGES

Acknowledge a flight notification message or proposal as soon as practical after receipt. Prefix the acknowledgment with the letter R followed by a space and then the full aircraft identification.

#### EXAMPLE-

AIS

FF KRCAYXX

DTG KRIUYFYX

R DECAL01

#### NOTE-

M1FC will automatically acknowledge flight notification messages which are received in or have been edited into the correct format.

### 6-4-7. ACTION BY ADDRESSEES

In addition to acknowledging receipt of the flight notification message, addressees shall take the following actions:

a. Military IFR flights.

1. Notify BASOPS, if applicable, of the inbound flight.

2. Upon request, deliver flight plan amendments to the ARTCC.

3. File the flight notification message in the DD file or with the daily traffic.

4. Forward the actual departure time to the destination BASOPS or the tie-in AFSS/FSS for the next destination.

b. Military VFR flights.

1. Notify BASOPS, if applicable, of the inbound flight.

2. Suspend the message, awaiting closure/ cancellation/departure and assume destination station responsibility.

3. Forward the departure time to the destination BASOPS or the tie-in AFSS/FSS, and assume departure station responsibility.

4. M1FC. All flight notification messages are suspended on the Inbound List (I list). An entry on the I list will remain there until the flight plan is closed. Thirty minutes after the ETA (default value), if the flight plan has not been closed, it will automatically be placed in the Inbound Overdue Queue (I flag).

**NOTE-**

To display a flight plan on the I list, enter the keyword FP (ACID). To place a flight plan on the I list, use the keyword STI, use STIM to amend a flight plan.

c. If no information is received (e.g., departure time, revised ETA) indicating that the flight is still active prior to the void time, note this on the flight notification message and file.

**6-4-8. MAJOR FLIGHT PLAN CHANGES FROM EN ROUTE AIRCRAFT**

**a. Change of Destination.**

1. When a civil aircraft on a VFR flight plan or a military aircraft on any flight plan changes destination, obtain, as a minimum, the following information:

- (a) Type of flight plan.
- (b) Aircraft identification.
- (c) Aircraft type.
- (d) Departure point.
- (e) Old destination.
- (f) Present position.
- (g) Altitude and route.
- (h) New destination.
- (i) Estimated time en route.

**NOTE-**

If the flight plan mask is used to transmit the flight notification in lieu of the TB mask, the flight notification goes on the suspense list, acknowledgments are processed automatically, and flight plan and acknowledgments are placed in the DD file.

2. Transmit a revised flight notification message to the departure station, original, and new destination tie-in stations containing the type of flight, aircraft identification, aircraft type, departure point, new des-

tinuation, new ETA, and in Remarks, aircraft position and time, the words ORIG DESTN followed by the identifier of the original destination.

**EXAMPLE-**

*VFR Change of Destination:*

AIS  
FF KBOIFYX KSFFIFYX  
DTG KCDYFYX  
VFR N98789 C182/U PVU GEG 2230 \$0VR  
SLC 1900 ORIG DESTN BOI

M1FC  
FR:V AI:N9878 AT:C182/U TS:130 DD:PVU TM:D1900  
AE:105  
RT:SLC..TWF..MLD..LWS..GEG  
AD:GEG TE:0330 RM:\$0VR SLC 1900 ORIG  
DESTN BOI  
FB: AA: PD:  
NB: CR: OP:  
CP:KBOIFYX KSFFIFYX TA:2230

*IFR Change of Destination:*

AIS  
FF KRCAYXYX KTIKXYX KRIUYFYX  
DTG KCDYFYX  
IFR DECAL01 T43/R SMF TIK 0230 \$AP3NP3S OVR SLC  
2330 ORIG DESTN RCA

M1FC  
FR:MI AI:DECAL1 AT:T43/R TS:400 DD:SMF TM:D2330  
AE:310  
RT:SMF..SLC..GJT..AMA..OKC  
AD:TIK TE:0300 RM:\$NP3 S OVR SLC 2330 ORIG DESTN  
RCA  
FB: AA: PD:  
NB: CR: OP:  
CP:KRCAYXYX KTIKXYX KRIUYFYX TA:0230

**NOTE-**

On VFR flight plans, M1FC will transmit and file the flight plan with the TS: and AE: fields blank. On IFR flight plans, these fields must be completed. If the TS: and AE: are unknown, 2 or 3 zeros may be used instead.

b. Change from IFR to VFR. When a civil aircraft changes from an IFR to a VFR flight plan, obtain all flight plan information and then transmit a flight notification message to the destination tie-in station. Include the type of flight plan, aircraft identification and type, departure point, destination, ETA, and pertinent remarks.

**EXAMPLE-**

AIS  
 FF KELPYFYX  
 DTG KBFLYFYX  
 VFR N87690 C182/U SFO ELP 2100 \$CNLD  
 IFR OVER BFL

**MIFC**

FR:V AI:N8769 AT:C182/U TS:130 DD:PVU  
 TM:D1940 AE:105  
 RT:SLC..TWF..MLD..LWS..GEG  
 AD:GEG TE:0330 RM:\$CNLD IFR OVR TWF  
 FB: AA: PD:  
 NB: CR: OP:  
 CP:KSFFYFYX TA:2310

**NOTE-**

*Obtaining the name of the original flight plan source may provide additional information if the aircraft becomes overdue.*

c. Military Change from IFR to VFR or VFR to IFR. When a military aircraft changes from IFR to VFR, or VFR to IFR, or requests that other significant information be forwarded, transmit this information to the destination station.

**EXAMPLE-**

AIS  
 FF KTIKYXYX  
 DTG KDENYFYX  
 DECAL01 CHGD TO VFR RON

**MIFC**

ORIGIN:DEN PRECEDENCE:FF TIME: ACK:N  
 ADDR:KTIKYXYX  
 TEXT:DECAL01 CHGD TO VFR RON

**6-4-9. CHANGE IN ETA**

When an aircraft wants to change its estimated time en route (ETE), facilities shall secure a new estimated time of arrival (ETA) and forward the information to the destination tie-in station as a numbered message. The destination tie-in station shall acknowledge and, thereafter, use the new ETA as the standard for any necessary follow-up action; e.g., QALQ message.

**EXAMPLE-**

AIS  
 FF KSFFYFYX  
 DTG KBOIFYFYX  
 BOI001 SFF  
 N34567 E2140

**MIFC**

ORIGIN:BOI PRECEDENCE:FF TIME: ACK:Y  
 ADDR:SFF  
 TEXT:N34567 E2140

**NOTE-**

*MIFC will automatically acknowledge the message, change the ETA on the flight plan and inbound list, and store the message in the DD file without specialist intervention.*

**6-4-10. FLIGHT PLAN CLOSURE**

Do not transmit arrival reports except under unusual circumstances or in the following cases:

a. Transmit to any facility requested by the pilot, arrival or any other information involving FAA or Canadian MOT aircraft.

**EXAMPLE-**

AIS  
 FF KDCAYFYX  
 DTG KHHRYFYX  
 HHR002 DCA  
 N2 A0839 (Remarks, as appropriate)

**MIFC**

ORIGIN:HHR PRECEDENCE:FF TIME: ACK:Y  
 ADDR:DCA  
 TEXT:N2 A0839 (Remarks as appropriate)

b. For U.S. military aircraft, transmit arrival reports to the departure station only when:

1. Requested by BASOPS.
2. Special military flights arrive.

c. When a pilot closes a flight plan with a station that has not received a flight notification message, obtain as a minimum, the departure point, the flight planned destination point, and the station with which the flight plan was filed.

1. If the station receiving the closure is the tie-in station for the planned destination, transmit an arrival message to the departure station with the remark FPNO and the departure point and destination identifiers. The departure station shall relay the arrival information to the station holding the flight notification message in the active file.

**EXAMPLE-**

AIS

FF KPHFYFYX

DTG KMIVYFYX

MIV001 PHF

N8567 A1745 FPNO PHF NMK

MIFC

ORIGIN:MIV PRECEDENCE:FF TIME:ACK:Y

ADDR:PHF

TEXT:N8576 A1745 FPNO PHF NMK

2. If the station receiving the closure message is not the destination tie-in station, transmit a closure message to the destination tie-in station, including the aircraft identification, the closure time, the departure point, and destination. Remarks are optional.

**EXAMPLE-**

AIS

FF KHUFYFYX

DTG KDAYFYX

DAY003

N11ND C1217 LOU IND LNDD CMH

MIFC

ORIGIN:DAY PRECEDENCE:FF TIME:ACK:Y

ADDR:HUF

TEXT:N11ND C1217 LOU IND LNDD CMH

**NOTE-**

Closure and arrival messages do not process automatically; manual intervention is required.

**6-4-11. MILITARY FLIGHTS TO/FROM U.S.**

a. To U.S. If REQ ARR is in remarks, suspend the flight plan until arrival information is received from BASOPS and forward to the departure location.

b. From U.S. If requested by BASOPS, include REQ ARR in remarks section of ICAO flight plan. Terminate suspense action only after receipt of an arrival message and delivery to BASOPS.

## Section 5. MILITARY OPERATIONS

### 6-5-1. MILITARY TRAINING ACTIVITY

#### a. Military Training Routes (MTR).

1. Unless otherwise covered in a letter of agreement, the tie-in AFSS/FSS/ARTCC/BASOPS for an MTR-scheduling activity shall transmit an unnumbered NADIN message. Use the assigned group code KAWPYFYX and for Alaska, use KFSSYFAK KAWPYFYX. Transmit as a single message whenever possible.

#### EXAMPLE-

AIS

FF ADDRESSES

DTG KDCAYFYX

IR104 1400-1440 60 AND BELOW

IR104 021530-021625 60 AND BELOW

MIFC

ORIGIN:FOD PRECEDENCE:FF TIME: ACK:N

ADDR: ADDRESSES

TEXT: IR505 1400-1600 60 AND BELOW

2. Multiple activities should be combined chronologically by use time(s) and transmitted (not more than 24 hours in advance) as a single message using only the format shown in the example below.

#### EXAMPLE-

AIS

FF ADDRESSES

DTG KDCAYFYX

VR066 1330-1440 100 AND BELOW

IR104 1400-1440 60 AND BELOW

IR104 1545-1630 50 AND BELOW

VR066 1600-1655 30 AND BELOW

MIFC

ORIGIN:FOD PRECEDENCE:FF TIME: ACK:N

ADDR: ADDRESSES

TEXT: IR505 1440-1640 60 AND BELOW

IR507 1700-1800 60 AND BELOW

#### NOTE-

Slow-speed, low-altitude training routes are not to be transmitted, briefed on, or posted. The contraction VLAR is not an approved contraction.

#### b. Military Operations Area (MOA).

1. Transmit MOA messages only when the use times are other than what has already been published or otherwise covered in a letter of agreement. The controlling agency (usually an ARTCC) shall transmit an unnumbered NADIN message. Use the assigned group code KAWPYFYX and for Alaska, use

KFSSYFAK KAWPYFYX. Use only approved MOA names as depicted in FAAO 7400.8 (DO NOT USE ABBREVIATIONS).

#### EXAMPLE-

AIS

FF ADDRESSES

DTG KZKCZRZX

BISON MOA 1345-1550 ALT 025B180

2. Activity schedules should be combined and listed chronologically by use time(s) and transmitted (not more than 24 hours in advance) as a single NADIN message using only the format shown in the following example:

#### EXAMPLE-

AIS

FF ADDRESSES

DTG KZKCZRZX

BISON MOA 1345-1550 ALT 025B180

BISON MOA 1600-1645 ALT 060B180

HILLTOP MOA 1600-1715 ALT 100B180

HOWARD MOA 1600-0200 ALT 090B180

REDHILLS MOA 1700-1800 ALT 080B100

c. A VR operation may be filed as a composite flight, IFR-VFR-IFR. Unless the BASOPS has the capability to do so, the tie-in AFSS/FSS shall transmit the IFR proposals in separate messages to the appropriate ARTCC's in accordance with paras 6-3-1, 6-3-2, 6-3-3, and 6-3-4.

d. Information received from either the AFSS/FSS/ARTCC/military scheduling activity or controlling agency that modifies an MTR and MOA schedule shall be transmitted by an unnumbered message via Service B as defined in subparas 6-5-1a and b.

e. MIFC - Special Use Airspace (SUA). Properly formatted IR's, VR's, and MOA's are automatically placed on the list and the 0 queue. Messages are deleted from the list by automatic cancellation. The list is displayed by use of the following keywords: VM MO (ALL MOA's), or VM (MOA NAME) MO, IR, VM (STATE IDENT; i.e. VA) MO or VM IR, VM VR (ALL IR's or VR's), or VM 1756 VR (route specific). The route must be a four-digit character. Three-digit routes must be preceded by a zero.

#### NOTE-

The above procedures do not preclude a specialist from exercising his/her own judgment in providing further assistance when there is the slightest doubt about the adequacy of data being furnished to alert a pilot to the existence of an MTR or MOA.

### 6-5-2. AERIAL REFUELING TRACKS

Upon notification from the ARTCC or a scheduling facility that a published refueling track will be activated and all or part of the activity will take place outside of restricted/warning areas or Class A airspace, the tie-in AFSS/FSS shall issue a NOTAM for the aerial refueling track.

### 6-5-3. SPECIAL MILITARY FLIGHTS

a. Advise the ARTCC of flight notification messages, progress reports, changes en route, and related messages concerning Presidential or Vice Presidential flights.

b. Alaska. In addition to the above, give advance notice to all RCC's along the route of flight. Telephone SARCC (907) 752-0227 or (907) 752-0128. Initiate communications search procedures if arrival is not received within 15 minutes after ETA and immediately notify ANRCC (Alaskan NORAD Region Control Center).

### 6-5-4. MILITARY FOREIGN FLIGHTS

Generally, all military foreign flights are required to clear through specified military bases. Pilots normally will not file flight plans directly with an AFSS/FSS unless BASOPS is not available. BASOPS with no Service B access will forward an ICAO-type flight plan message via their tie-in AFSS/FSS for relay through the AFTN. BASOPS should specify all addressees, both ATC and operational, in accordance with ICAO standards and military regulations.

### 6-5-5. USAF/USN UNDERGRADUATE PILOTS

To identify aircraft piloted by solo USAF/USN undergraduate student pilots (who may occasionally request revised clearances because they normally are restricted to flight in VFR conditions), the aircraft identification in the flight plan shall include the letter Z as a suffix. Do not use this suffix in ground-to-air communication.

#### NOTE-

*USAF solo students who have passed an instrument certification check may penetrate cloud layers in climb or descent only. Requests for revised clearances to avoid clouds in level flight can still be expected. This does not change the requirement to use the letter Z as a suffix to the aircraft identification.*

### 6-5-6. MESSAGE HANDLING

Accept and forward messages from any military authority that concern aircraft movement, national defense, safety of flight, or emergencies. This includes, but is not limited to, the following:

#### a. Flight Advisory Messages.

1. The tie-in AFSS/FSS originating the advisory or receiving it from the originating BASOPS shall determine the AFSS/FSS nearest the aircraft's estimated position for VFR flights, or the appropriate ARTCC for IFR flights. Transmit a numbered message only to the facility identified. Include in the text, FLT ADVY, aircraft identification and type, and route of flight in that order. The last item shall be the identifier of the originating BASOPS or AFSS/FSS.

#### EXAMPLE-

AIS

FF KZIDZRZX

DTG KCOUYFYX

COU005 ZID

FLT ADVY A12345 T38 GVW J80 DAY

DAY WX BLO LNDG MIN. SUG PROCD CVG.

ADZ INTENTIONS DLVR 1625

GVW BASOPS

#### MIFC

ORIGIN:COU PRECEDENCE:FF TIME:ACK:Y

ADDR: KZIDZRZX

TEXT: A12345 FLT ADVY T38 GVW J80 DAY

DAY WX BLO LNDG MIN. SUG PROCD CVG.

ADZ INTENTIONS DLVR 1625 GVW BASOPS

2. Inform the originator if unable to deliver the flight advisory within 15 minutes. File the message.

b. Electronic Counter Measure (ECM) Alerts. Transmit a numbered message via Service B to tie-in stations serving the addressees. If acknowledgements are not received within 1 hour, deliver via telephone.

c. REACH and SAM Flight Messages. Forward to the airlift command post specified by the pilot if message contains request PASS TO AMC ACP.

#### d. CIRVIS.

1. JANAP 146(E), Canadian-United States Communications Instructions for Reporting Vital Intelligence Sightings, is an unclassified, nonregistered publication, prepared by the U.S. Military Communications-Electronics Board in conjunction with Canada for joint U.S. and Canadian use. The Flight Information Publication (FLIP), Flight Information Handbook (FIH), Section B, containing extracts from JANAP 146(E), should be in all facilities.

2. Relay CIRVIS reports by the most expeditious means to the appropriate ARTCC.

e. Pacific - Delivery of CIRVIS/MERINT Messages.

1. Pacific area FAA facilities shall immediately pass the CIRVIS message to the appropriate ARTCC. Specific relay and/or delivery responsibilities are as follows:

(a) Hawaiian Island Facilities. Interphone to Honolulu ARTCC; transmit confirmation message addressed to the Air Defense Control Center (ADCC) and the Hawaiian Sea Frontier Operations Control Center.

(b) Samoa CAP/IS. Transmit message addressed to Honolulu ARTCC, the Air Defense Control Center (ADCC), and the Hawaiian Sea Frontier Operations Control Center.

**EXAMPLE-**

*Report as filed by Samoa CAP/IS:*

AIS

SS PHNLZOX PHNCYXX

232020 NSTUYFYX

CNTR PHNL. ADCC KUNIA. HAWSEAFRON  
OPERATIONS CONTROL CENTER KUNIA.

CIRVIS REPORT PA818 SIGHTED

XXXXX XXXXX XXXXX (TEXT) XXXXX JONES

CAP/IS 232020

2. The Honolulu and Guam ARTCC's will forward the CIRVIS message immediately by interphone to the military commands designated by CINCPAC. These military addressees will be responsible for forwarding the information to other military services or higher headquarters as required.

3. CINCPAC has designated the following military commands as addressees for reports originating in the Pacific area and handled by FAA facilities:

(a) For reports originating in the Honolulu FIR:

(1) The Air Defense Control Center, Kunia (ADCC).

(2) The Hawaiian Sea Frontier Operations Control Center, Kunia.

(b) For reports originating in the Guam FIR:

(1) The Anderson Air Force Base Command Post, Guam.

(2) The COMNAVMARIANAS Operation.

4. The action required of the military commanders upon receipt of a sighting report is dictated to a large extent by whether the word CIRVIS appears as the first word of the report. This word indicates that the information may be of vital importance to the security of the United States and requires certain specific action on the part of various military commanders. For this reason, the word CIRVIS shall appear in sighting reports handled by FAA facilities ONLY WHEN SO DESIGNATED BY THE OBSERVER. Sighting reports received without this designation shall be accepted and forwarded verbatim to the addressee indicated above without an identifying prefix; e.g., "PA818 REPORTS SIGHTING VESSEL ..." All sighting reports, regardless if they are designated as CIRVIS, shall be assigned the priority prefix SS to ensure rapid handling. Because of the strategic location of Wake and Samoa, CINCPAC is also interested in reports from ground observers concerning questionable or suspicious actions on the part of unidentified aircraft or vessels in the vicinity of these islands. Such reports shall be given the same distribution as CIRVIS reports.

5. Sighting Reports (MERINT) that may be received by Pacific area FAA facilities, particularly at Wake and Samoa, shall be given the same distribution as described for CIRVIS reports. Instructions concerning MERINT reports are contained in Chapter III of JANAP 146(E).

6. All facilities shall maintain a copy of JANAP 146(E) in a suitable binder and keep it available for reference in the facility operations area.

f. 7602nd Air Intelligence Group (AFIS) - Conterminous U.S. only. To assist the 7602nd Air Intelligence Group in locating downed enemy aircraft during periods of hostilities, immediately forward all information about downed enemy aircraft to the appropriate ARTCC for relay to the NORAD Direction Center by the fastest means available.

## Section 6. IFR/DVFR ADIZ FLIGHT PLANS

### 6-6-1. AIRCRAFT MOVEMENT INFORMATION SERVICES (AMIS) WITHIN AN ADIZ-IFR

In addition to the normal handling of aircraft operating in accordance with IFR, ADIZ penetration information or position reports on IFR operations outside of controlled airspace shall be forwarded immediately to the appropriate ARTCC.

### 6-6-2. AMIS WITHIN AN ADIZ-DVFR

For security control of air traffic, specific information contained inflight plans filed by a pilot operating or proposing to operate in accordance with DVFR within an ADIZ shall be forwarded to the appropriate ARTCC.

#### NOTE-

*Other offices, military and civil, which have direct communications with the appropriate ARTCC are permitted to forward DVFR flight plan data directly to the ARTCC. When pilots require normal handling of VFR flight plans, these offices are permitted to file a VFR flight plan with the AFSS/FSS and a DVFR flight plan with the ARTCC.*

### 6-6-3. FORWARDING DVFR INFORMATION

Forward DVFR flight plan information to the appropriate ARTCC by Service F interphone or Service B as follows:

- a. DVFR.
- b. Aircraft call sign.
- c. Number and type of aircraft.
- d. Altitude (within ADIZ).
- e. True airspeed.
- f. Time of departure.

1. When the flight plan information is provided before the aircraft's departure, forward the proposed departure time.

2. Forward the actual departure time immediately upon receipt.

3. If arrangements cannot be made to obtain the actual departure time, forward the ETD.

- g. Point of departure.
- h. Route of flight.
- i. Destination.
- j. Remarks as appropriate.

1. The estimated time and point of penetration of the ADIZ.

2. If no arrival report (NORIV) will be filed with an appropriate aeronautical facility, include the abbreviation NORIV.

#### NOTE-

*Arrival reports are not required for scheduled air carrier DVFR flights.*

3. DVFR position reports on all aircraft.
4. Revisions to position reports, revisions to time or place of penetration, and change in route of flight.
5. Other information deemed necessary for the security control of air traffic.

### 6-6-4. STOPOVER DVFR FLIGHT PLANS

Accept stopover DVFR flight plans filed on those aircraft planning one or more landings (within an ADIZ) en route to the destination, provided the information in para 6-6-3 is furnished for each segment of flight. Remind the pilot that 14 CFR Part 99 requires departure times to be made good and that a written record should be retained of these times at each departure point.

### 6-6-5. ADDRESSING DVFR FLIGHT PLAN MESSAGES

Forward DVFR flight plan information to the ARTCC in whose flight advisory area penetration of an ADIZ is intended unless special arrangements provide otherwise. (Reference para 6-6-3.)

## a. Contiguous U.S. ADIZ. (See TBL 6-6-1.)

**Contiguous U.S. ADIZ**

	<i>Service B Call</i>	<i>ARTCC Location</i>
Coinciding with the Albuquerque flight advisory area	ZAB	Albuquerque
Coinciding with the Los Angeles flight advisory area	ZLA	Los Angeles
Coinciding with the Houston flight advisory area	ZHU	Houston
East of the Boston flight advisory area	ZBW	Boston
East of the Jacksonville flight advisory area	ZJX	Jacksonville
East of the Miami flight advisory area	ZMA	Miami
East of the New York flight advisory area	ZNY	New York
East of the Washington flight advisory area	ZDC	Washington
North and West of the Seattle flight advisory area	ZOA	Oakland
West of the Los Angeles flight advisory area	ZOA	Oakland
West of the Oakland flight advisory area	ZOA	Oakland
Within or south of the Houston flight advisory area	ZHU	Houston
Within or south of the Miami flight advisory area	ZMA	Miami
Within the Jacksonville flight advisory area	ZJX	Jacksonville

TBL 6-6-1

## b. Alaskan ADIZ. (See TBL 6-6-2.)

**Alaskan ADIZ**

	<i>Service B Call</i>	<i>ARTCC Location</i>
Alaskan Domestic ADIZ	ANC	Anchorage

TBL 6-6-2

## c. Hawaiian ADIZ.

**NOTE-**

*Forward all DVFR flight plan messages concerning flight in the Hawaiian ADIZ to the Honolulu ARTCC.*

## d. Canada. Routing DVFR flight plan messages.

**NOTE-**

*Compose DVFR messages pertaining to aircraft operating on a DVFR flight into Canada in the same format as for DVFR messages in the U.S., address and route via Service B.*

## Section 7. LAW ENFORCEMENT MESSAGES

### 6-7-1. LAW ENFORCEMENT ALERT MESSAGES (LEAM)

Upon receipt of a Law Enforcement Alert Message (LEAM) from the El Paso Intelligence Center (EPIC), take the following actions:

#### a. Aircraft Lookout Alerts.

1. Keep active for 7 days, unless otherwise specified, or until cancellation is received.

2. Do not disseminate lookout alerts outside official FAA facilities and offices as this data is inherently sensitive. Unauthorized dissemination could result in criminal prosecution or administrative action against the offender.

#### b. Stolen Aircraft Alerts.

1. Keep active until included in a stolen aircraft summary or until cancelled.

2. Upon receipt, check local records for any aircraft contact, beginning with the date the aircraft was reported stolen. AFSS's shall notify their FSDPS to run the ENFORCE program as soon as practicable.

3. Relay any information available to the office listed on the alert.

#### c. Stolen Aircraft Summaries.

1. Give this message the widest dissemination. These should be used to displace and consolidate all the individual stolen aircraft alerts received in the interim.

2. Monthly summaries are sent as soon as possible after the end of the month. They include aircraft registration numbers, aircraft type, and the date/time stolen and/or recovered.

3. Biannual summaries are sent in January and July. They list only those aircraft stolen in the past 2 years.

#### d. All LEAM.

1. At the discretion of facility management, distribute stolen aircraft alerts and stolen aircraft summaries to all ATC facilities for which the AFSS/FSS has message handling responsibility and other aviation entities as appropriate.

2. Check local records for the previous 24 hours.

3. Notify EPIC via Service B message (KDEAY-YYY) or by telephone (915-564-2220) of any contact within the past 24 hours. Also, notify your Regional duty officer for relay to the cognizant Civil Aviation Security Division or staff.

4. Subsequent aircraft transactions shall be monitored and require the same notification as defined in subpara 6-7-1d3.

5. Take no action regarding the aircraft, crew, or passengers other than normal air traffic job related functions.

6. Cease all actions upon receipt of a cancellation or a summary if the latter does not include this aircraft's registration number.

### 6-7-2. INITIATING LEAM'S

Any inquiries from airport managers, aircraft owners, or law enforcement entities to initiate an alert message shall be directed to EPIC. EPIC is interfaced with the National Crime Information Center, which gives them access to any stolen aircraft report entered by law enforcement agencies. FAA facilities shall not volunteer to relay this information to EPIC. Assistance shall be limited to providing EPIC phone number(s) as specified in subpara 6-7-1d3 or advising the inquiring party to go through normal law enforcement channels.

### 6-7-3. FSDPS RESPONSIBILITIES

The FSDPS shall:

a. As a minimum, execute the ENFORCE program every 8 hours. In addition, run the ENFORCE program when requested.

b. Not accept requests to search for individual aircraft from other than an FAA facility or office.

c. Immediately notify the requesting facility or office when the program recognizes any aircraft registration number in the history file that matches one in the LEAM. Negative replies are required.

## Section 8. NONEMERGENCY PARACHUTE JUMPING

### 6-8-1. COORDINATION

All pertinent information received from pilots prior to and during parachute jumping activity shall be forwarded to other affected ATC facilities.

### 6-8-2. PREJUMP RADIO COMMUNICATIONS

a. When a prejump radio call required by 14 CFR Section 105.14 is received, contact the ARTCC sector or terminal facility in whose airspace the jump begins.

If the controller has pertinent traffic, advise the jump aircraft to contact the control facility on the appropriate frequency for traffic information.

b. If the aircraft is unable to contact the control facility direct, obtain traffic information and relay it to the aircraft.

#### **EXAMPLE-**

*"Cessna Four Zero Yankee, A-T-C advises traffic is a Cessna Four Twenty-One passing the Spats intersection eastbound on Victor One Fifty-Seven at seven thousand."*